



## **Questions and Answers from March 27, 2007 Evaluation Technical Assistance Conference Call**

Beginning time 10:55 am, ending time 12:00pm

### **Background:**

First 5 California is using two mechanisms to provide technical assistance on evaluation issues following the end of our contract with SRI on February 28, 2007:

- 1) FAQs are posted on the First 5 California Web site at: <http://www.ccfc.ca.gov/research.htm>. The FAQs are updated as needed.
- 2) First 5 California Research and Evaluation Team hosts monthly conference calls with the Evaluation Workgroup. The Research and Evaluation team includes Tina Fitzgerald, Cindy Hobart, Joan Saltee, Millie Garcia, Gretchen Williams, and Susan Farrar.

First 5 California will provide more information about consent issues at the pre-conference institute before the statewide conference.

The evaluation workgroup has formed a sub-committee to discuss the content of the First 5 California consent form. They will recommend changes for First 5 California to consider for their IRB.

### **1. What if we don't enter into PEDS and only use aggregate data?**

Counties only need to use consent forms if they are sending individual level data to the State.

### **2. Can you define individual level data?**

Individual level data are identifying data attached to a particular individual.

### **3. If we don't want to use the consent form then can we not submit core information for School Readiness to the state?**

Yes.

### **4. What if there is a specific concern about the form?**

You can call Tina Fitzgerald directly to discuss this matter further. Her number is 916-263-1304 or [tfitzgerald.ccfc.ca.gov](mailto:tfitzgerald.ccfc.ca.gov).

**5. Will there be training for local programs on IRB and confidentiality forms?**

First 5 California will make information about training opportunities available as soon as we have that information. Counties should continue to use the same procedures as they have in the past.

**6. What about providers that do capacity building?**

First 5 California does not require you to use the First 5 California consent form if you are not reporting individual level data or entering individual data into PEDS.

**7. We have a local IRB but we don't have a contract with that provider any longer. Is it still valid?**

First 5 California encourages you to consult your county legal counsel or the previous provider from whom you obtained IRB approval on this matter.

**8. With the new evaluation framework and Center for Results will we need another consent form?**

The Center for Results will seek consent if needed from individuals that are selected to participate in their studies.

**9. How are preschool programs affected?**

For FY 2006/07, First 5 California does not require Power of Preschool demonstration projects to submit individual data. First 5 California does not have explicit reporting instructions for FY 2007/08 at this time. We will release them no later than June 30, 2007.

**10. What will happen to the consent forms when a new state evaluator comes on board?**

Our intent is to use the current consent forms for a future evaluator. If there are any necessary changes, such as changing the name of the Principal Investigator, there should be no need to re-consent participants who signed the current form.

**11. Is First 5 California planning annual reporting requirement changes for FY 2007-08?**

We are not proposing changes at this time.

**12. Is the evaluation workgroup involved in any changes to the annual**

**report?**

Yes, we will involve the workgroup. There are currently no proposed changes.

**13. What consent form should county commissions use for the Special Needs Project?**

Use the statewide form and a locally developed consent form, as well.

**14. Can we join an e-mail list for evaluation issues?**

Please send an e-mail to evaluation e-mail address at [evaluation@ccfc.ca.gov](mailto:evaluation@ccfc.ca.gov) and we will place you on a distribution list.

**15. What is the status of the new statewide evaluation RFP process?**

We are working on a timeline and we will release that information as soon as possible.

**16. Is it possible that the statewide evaluation workgroup might be part of the RFP process?**

Policies of the State and legal considerations will not allow the workgroup to participate in the request for proposal (RFP) process. First 5 California will base the RFP on the framework developed by the workgroup.

**17. What is the due date for the annual report data for 2007-08?**

Data are due November 1, 2007.

**18. What about the local evaluation report?**

Please refer to the information listed in the 06/07 annual reporting guidelines on the First 5 Association Web site.

**19. Where are electronic forms located for the annual report?**

They are on the First 5 Association Web site.

**20. Is there a final spreadsheet for the annual report and school readiness forms?**

The final forms are on the First 5 Association Web site.

**PEDS Questions**

**21. If there is an inactive client do we need to have a consent form signed for them for 2006-07?**

If you want to view their data right away, you need to re-consent them.

**22. If the county can see data from a former client can we use it for reporting?**

Yes, you can utilize all PEDS data you have access to.

**23. What is the CARES consent form?**

It is a separate consent form used for participants in the CARES program. Contact Gretchen Williams for information about CARES.

**24. Will the PEDS forms stay the same?**

Yes.

**25. What will happen with the customized SRI forms? Focused listing?**

We will post these PowerPoint presentations at [www.first5eval.com](http://www.first5eval.com) as they become available.

**26. What happened to the Achievement Milestones descriptions?**

We are troubleshooting problems and running various reports, including the achievement milestones, with our contractor.

**27. Who is the technology consultant for PEDS?**

The State of California Department of Technology Services (DTS) is hosting PEDS.

**28. Do we need to re-consent core participants?**

Yes.

**29. Do we need to re-consent inactive participants?**

Yes, if you want to use their personally identifiable data now or in the future. Otherwise, you can use aggregated data without re-consenting. The aggregate data are available in PEDS.

**30. What happens with new programs coming on board at the beginning of the fiscal year?**

The counties are responsible for training new program staff by using the train-the-trainer PowerPoint presentations available via the evaluation e-mail ([evaluation@ccfc.ca.gov](mailto:evaluation@ccfc.ca.gov)) and will eventually be available at [www.first5eval.com](http://www.first5eval.com). In the future, a new contractor will provide training.

**31. How do we map the data from the old framework to the new framework?**

The data are still in PEDS, however, they may be under new headings or categories.